1 4 JUL 1972

MEMORANDUM FOR:  Senior Training Officers

SUBJECT          :  Information Science Training Program
                    for FY 1974

1.  As the result of the recommendation in 1965 of the President's Foreign Intelligence Advisory Board (PFIAB), and a follow-up study by a USIB committee, the DCI requested the Department of Defense to develop and support a program of Information Science training for the benefit of all USIB agencies and departments.  Thus, the Information Science Center (ISC) was established in 1967 at the facilities of the Defense Intelligence School (DIS).  In 1970 CIA detailed two staff members to augment the faculty of the ISC.  In early 1972 DIA announced that it would be necessary to withdraw their financial and personnel staffing support to this project because of heavy DOD budget cuts.

2.  The Office of Training (OTR) has been tasked by the Executive Director-Comptroller and the Deputy Director for Support with the responsibility for, (a) salvaging sufficient ISC faculty, program and facility resources to permit a Information Science Training Program in FY 1973 and, (b) determining the Agency's longer range training requirements.  Announcements of FY 1973 courses are being prepared and will be distributed this week.  This FY 1973 program will contain a series of shortened and otherwise modified versions of recent ISC course offerings.  Also, Information Science and Management Science subjects will be inserted in such key OTR programs as the Senior Seminar and the Midcareer, Intelligence Production, and Intelligence and World Affairs courses.

3.  In FY 1974 emphasis will be on improving and expanding the inputs in OTR courses.  Additionally, there may be a capability to provide separate courses in certain Information Science and Management Science subject areas.  The courses under consideration are outlined in the Attachment.  It is essential for planning purposes that we receive from your various offices their best estimates of participation in these programs.

SUBJECT:  Information Science Training Program for FY 1974

4.  Information Science may be defined as the body of know-ledge and the methodology dealing with systematic and scientific solutions to intelligence and intelligence support tasks.  It combines the approaches used in the disciplines of Systems Analysis, Operations Research and Computer Systems, and such methods as Queuing, Network Analysis, Simulation, Linear Programming, Correlation and Regression Analysis, Statistics, Modeling, and Probability.  Management Science refers to the application of Information Science methods to the functions of planning, organizing, controlling and decision-making.

5.  All instruction will be presented in intelligence and intelli-gence management contexts utilizing, if resources permit, a practical, "hands-on", computer terminal teaching approach.  Course offerings will be designed for personnel at all levels who need to know the applications of Information Science to intelligence and intelligence support tasks, including the ability to interface effectively with specialists on information handling systems supporting, or otherwise affecting their responsibilities.  As such these courses and course inputs are specifically designed for non-specialist systems users.  They are not directed toward systems specialists.

6.  If there are any questions with respect to the Attachment, please phone the Admissions, Information and Records Branch, OTR, Extension

**STATINTL**

7.  We would appreciate your responses by 1 August 1972.

**STATINTL**

HUGH T. CUNNINGHAM
Director of Training

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ATTACHMENT

MEMORANDUM FOR: Director of Training

ATTENTION : Admissions, Information and Records Branch
(OTR/ISS/AIR), Room 1036, Chamber of
Commerce Building

FROM : _____ (Office Concerned)

Listed below are the best estimates of this office of student
enrollments in FY 1974 for the courses described:

| Course | Number of Enrollments in FY 1974 |
|---|---|
| A. Information Science for Intelligence (Functions Course) | |

A six-week course for professional
intelligence personnel teaching skills
in the applications of Information
Science to intelligence collection,
production and support tasks. It
includes Systems Analysis, Computer
Applications, and Operations Research
Techniques such as Storage and
Retrieval, Linear Programming,
Queuing, Bayesian Analysis, Value
Analysis, Probability, etc. The
course is presented in the context of
the intelligence collection, pro-
duction and support functions of the
Agency. Practical, "hands-on" teaching
techniques are utilized. Two years
intelligence experience is desired
but not essential. An engineering or
mathematics background is unnecessary.
(Grade range -- GS-09 through 14)

| Course | Number of Enrollments in FY 1974 |
|---|---|

B. Management Science for Intelligence

A one-week course for middle and senior
level managers emphasizing the appli-
cations of Information Science methods
to management tasks. It teaches
systematic and quantitative management
methods. Course emphasis is on conveying
to the student an appreciation of the
capability, applicability and limitations
of Management Science methods. The
student is introduced to the use of
computer terminal but skills are not
developed. (Grade range -- GS-12 to 15.
Special courses can be offered for
grades GS-16, 17 and 18.)

C. Systems Analysis for Intelligence

A two-week course in Systems Analysis
Techniques for intelligence professionals.
It incorporates much of the Information
Science material of the Functions Course
(see paragraph 1, A) but is reduced in
scope and depth. Practical exercises are
utilized and elementary skills are developed.
(Grade range -- GS-09 through 14.)

D. Survey of Intelligence Information Systems

A three-week course for intelligence
officers designed to provide an overview
of the information handling systems of
the various agencies of the Intelligence
Community. It surveys the content, services,
capabilities, and limitations of these
systems. It includes visits to CRS, NPIC,
DIA, and NSA. It teaches elementary skills
in the use of storage and retrieval and
on-line terminals and the application of
these skills to intelligence tasks.
(Grade range -- GS-09 through 15.)

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| Course | Number of Enrollments in FY 1974 |
|--------|----------------------------------|

E. Workshops in Intelligence System
   Applications

   Two- or three-week special courses
   designed to meet the unique Infor-
   mation Science training requirements
   of highly functional areas of appli-
   cation.  These can be tailored to
   meet the such special needs as Indi-
   cations and Warning, Finance, Current
   Intelligence, Clandestine Services.
   (Grade range -- as desired by customer
   office.)

F. Any Other Information Science or
   Management Science Course desired
   by customer office for non-systems
   specialist and non-technical personnel.
   (Describe)

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G. Any other comments:

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